

JIM GLEW
Chairman

LINH NGUYEN
Vice Chairman

GILBERT CRUZ
Commissioner

KIMBERLY HO
Commissioner

PATRICIA ROBBINS
Commissioner



AGENDA

TRAFFIC COMMISSION

REGULAR MEETING

August 30, 2016

6:00 p.m. Council Chambers

**8200 WESTMINSTER BOULEVARD
WESTMINSTER, CALIFORNIA 92683**

If you need special assistance to participate in this meeting, please contact the Public Works/Engineering Department at (714) 548-3243. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II)

NOTE: Any writings or documents provided to a majority of the Traffic Commission regarding any item on this agenda is available for public inspection at the public counter at City Hall located at 8200 Westminster Boulevard, Westminster, CA during normal business hours.

AGENDA
August 30, 2016

AGENDA INFORMATION
MEETINGS

Regular Meetings of the Traffic Commission are held the last Tuesday of each month at the hour of 6:00 p.m. While in the City Council Chamber, please turn off all cellular phones and pagers.

AGENDA INFORMATION

The agenda contains a brief general description of each item to be considered. The agenda and supporting documentation is available for public review at the entryway of the Council Chambers prior to the meeting. On the Friday prior to the meeting, the agenda can be accessed on the City's web site at <http://www.westminster-ca.gov>. An archive of agendas and minutes is also available on the City's website.

ATTENDANCE AND PARTICIPATION BY THE PUBLIC

All meetings of the Traffic Commission shall be open and public. Agendas for the Traffic Commission meetings provide the public an opportunity to directly address the Traffic Commission on items of interest to the public that are within the subject matter jurisdiction of the Traffic Commission on any agenda items. NO action may be taken on items not listed on the agenda unless authorized by law. Unless otherwise extended by the Traffic Commission, the amount of time for each individual speaker shall not exceed three (3) minutes.

PUBLIC USE OF COUNCIL CHAMBER EQUIPMENT

All computer presentations must be e-mailed or provided on a CD-ROM to the Traffic Commission Secretary at least 48 hours prior to the meeting. Items to be displayed on the overhead projector must be submitted to the Traffic Commission Secretary for review by staff to verify appropriateness for general audiences by noon on the day of the meeting and prior to the use of the equipment.

- 1. SALUTE TO FLAG:**
- 2. ROLL CALL: CRUZ, GLEW, HO, NGUYEN, ROBBINS,**
- 3. APPROVAL OF MINUTES – June 7, 2016**
- 4. ITEMS TO BE CONSIDERED**

ANYONE WISHING TO SPEAK ON AN ITEM IS REQUESTED TO COMPLETE A SPEAKER SLIP THAT IS PROVIDED AT THE ENTRANCE TO THE COUNCIL CHAMBERS. PLEASE SUBMIT THE SPEAKER SLIP TO THE SECRETARY. WHEN YOUR NAME IS CALLED PLEASE STEP TO THE PODIUM AT THAT TIME AND STATE YOUR NAME AND ADDRESS FOR THE RECORD.

AGENDA
August 30, 2016

AFTER THE PUBLIC HEARING IS OPENED, PERSONS SPEAKING IN FAVOR WILL BE HEARD FIRST, FOLLOWED BY THOSE PERSONS SPEAKING IN OPPOSITION; AND THEN PERSONS SPEAKING IN REBUTTAL. ONLY THOSE PERSONS WHO HAVE SPOKEN IN FAVOR WILL BE PERMITTED TO SPEAK IN REBUTTAL. PERSONS WISHING TO SPEAK WILL HAVE THREE (3) MINUTES TO SPEAK. THE TRAFFIC COMMISSION MAY USE ITS DISCRETION TO ALLOW A SPEAKER TO EXCEED THE TIME LIMITS.

NOTE: YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE MEETING DESCRIBED IN THIS NOTICE OR IN WRITTEN CORRESPONDENCE DELIVERED AT THE MEETING OR PRIOR THERETO.

4.1 T.C. 77-142
Request for On-Street Disabled Parking at 16480 Venus Drive

RECOMMENDATION: That the Traffic Commission deny the installation of on-street disabled parking at 16480 Venus Drive.

4.2 T.C. 73-118
Request to Install Additional Parking Restrictions on Locust Street at Main Street for Orange County Transportation Authority Bus Layover

RECOMMENDATION: That the Traffic Commission approve the request to install 100 feet of parking restrictions on the west side of Locust Street, south of Main Street for Orange County Transportation Authority (OCTA) bus layover.

5. NEW BUSINESS

6. OLD BUSINESS

7. INFORMATION AND REPORTS

8. ORAL COMMUNICATIONS

9. WRITTEN COMMUNICATIONS

10. ITEMS COMMISSIONERS/STAFF MAY WISH TO DISCUSS

11. ADJOURNMENT: To a Regular Meeting Tuesday, September 27, 2016 at 6:00 p.m. in the Council Chambers

AGENDA
August 30, 2016

DECLARATION: This agenda was posted on the Bulletin Board outside of the Council Chambers, where completely accessible to the public, at least 72 hours in advance of the City Council Meeting.



Veronica Johnson, Secretary



WESTMINSTER TRAFFIC COMMISSION

Minutes of the Regular Meeting

Council Chambers

8200 Westminster Blvd.

Tuesday – June 7, 2016 at 6:00 pm

CALL TO ORDER A regular meeting of the Westminster Traffic Commission was called to order by Vice Chairman Nguyen on Tuesday, June 7, 2016, at 6:01 p.m. in Council Chambers, 8200 Westminster Boulevard, Westminster, California.

SALUTE TO FLAG Commissioner Ho led the members of the audience in the Salute to the Flag.

ROLL CALL **Commissioners Present:** Cruz, Ho, Nguyen,
Commissioners Absent: Glew, Robbins

Staff Present: Adolfo Ozaeta, City Traffic Engineer, Investigator Davis, Westminster Police Department, and Veronica Johnson, Secretary.

ITEMS TO BE CONSIDERED The first item to be considered at this evening's meeting was T.C. 06-106-Request to Install Parking Restrictions at 14382 Hoover Street

T.C. 06-106
14382 Hoover Mr. Ozaeta explained that the request was received from Denise and Gary Torres (Harbour Machining Inc. 14382 Hoover Street A-1, A-2), to investigate site visibility concerns at 14382 Hoover Street. Mr. Ozaeta informed the Commission that when a vehicle is parked at the subject location it obstructs visibility for a vehicle exiting the driveway. The parking restrictions do not impact parking in the community; sufficient on-site parking is available in the area.

STAFF'S RECOMMENDATION Staff's recommendation was for the installation of parking restrictions on the east side of Hoover Street between the driveways at 14382 and 14440 Hoover Street.

No one spoke on the subject restrictions.

In response to the Commission's questions, staff informed the Commission that there is no law prohibiting a vehicle from parking in front of a mailbox, which is located at the subject location. The restrictions would make the subject area safer and provide more ease for the postal carrier delivering mail to the mailbox located at the subject location.

MOTION

Commissioner Cruz moved to approve staff's recommendation to install parking restrictions on the east side of Hoover Street, between the driveways of 14382 and 14440 Hoover Street, for a distance of 21 feet; seconded by Commissioner Ho.

VOTE

The motion was carried by a 3-0 vote, with Chairman Glew and Commissioner Robbins being absent.

The second item to be considered at this evening's meeting was T.C. 09-100-Request to Install Parking Restrictions on Bishop Place east of Belgrade Street

**T.C. 09-100
Bishop/Belgrade**

Mr. Ozaeta explained that the request was received from the City of Westminster Corporation Yard to install parking restrictions on the north side of Bishop Place in front of the existing catch basin.

Vehicles regularly park in the subject area making it difficult to access the catch basin for maintenance or cleaning. Though the street is swept on a bi-weekly basis, there are many trees located along Bishop Place and the leaves from these trees end up in the gutter, potentially blocking the catch basin. Several years back, the street flooded, partially due to the catch basin being blocked by debris. The parking restrictions would allow the Maintenance staff to ensure the catch basin is clear of debris, especially before the rainy season.

**STAFF'S
RECOMMENDATION**

Staff's recommendation was for the installation of parking restrictions at the catch basin on the north side of Bishop Place, east of Belgrade Street, for 20 feet

No one spoke on the subject restrictions.

MOTION

Vice Chairman Nguyen moved to approve staff's recommendation to install parking restrictions on the north side of Bishop Place for a distance of 29 feet to the east of Belgrade Street; seconded by Commissioner Cruz.

VOTE

The motion was carried by a 3-0 vote, with Chairman Glew and Commissioner Robbins being absent.

The third item to be considered at this evening's meeting was T.C. 72-350-Request to Install a Loading/Unloading Zone on the South Side of Bishop Place, west of Belgrade Street.

T.C. 72-350
Bishop/Belgrade

Mr. Ozaeta explained that the request was received from McGarvin Intermediate School's Principal and Garden Grove School District Officials, to establish a loading/unloading zone on the south side of Bishop Place, west of Belgrade Street. The Principal is concerned with the level of congestion generated on Belgrade Street by the on-site drop-off/pick-up area.

Currently, there are parking restrictions on both sides of Bishop Place. Currently, most of the pick-up and drop-off activity occurs on Belgrade Street, causing a lot of congestion. It would benefit the community to allow the pick-up and drop off of students during certain times of the day.

STAFF'S
RECOMMENDATION

Staff's recommendation was for the installation of a loading/unloading zone on the south side of Bishop Place, west of Belgrade Street, for a total distance of 510 feet. The proposed loading/unloading zone will facilitate additional student school drop-off/pick-up activity at the school. The area is wide enough to accommodate the installation of a loading/unloading zone without further modification.

Vice Chairman Nguyen opened the public hearing. The following people spoke on the subject item.

Javier Rodriguez, Director of Maintenance and Transportation for the Garden Grove School District, thanks staff and mentioned there is a lot of congestion along Bishop with parents. He feels this idea best fits the needs of the school to alleviate this issue.

Denise Kirkman, McGarvin School Principal, thanked staff and the Westminster Police Department. Ms. Kirkman explained that by having a loading/unloading zone on Bishop Place, it would usher the students through gates that are manned by school personnel. It would also help to alleviate the congestion in the area, which causes students to be late sometimes, by having a designated pick-up/drop-off area.

Tawnee Kerns, 15123 Brookhurst, #43, expressed a concern that there is no crosswalk in the area for students to cross the street to the school, nor is there sidewalk on one side of the street.

Staff explained the reason for the lack of sidewalk was that the property line for the parcel in the area extended all the way to the street and therefore the City did not have the right-of-way to install sidewalk. If and when the area gets

redeveloped, staff will condition the installation of a parkway. Staff further explained that the installation of crosswalk in the area would not follow the guidelines set forth by the State of California.

MOTION

Commissioner Ho moved to approve staff's recommendation to install a loading/unloading zone on the south side of Bishop Place, west of Belgrade Street, adjacent to McGarvin School. The motion was seconded by Vice Chairman Nguyen.

VOTE

The motion was carried by a 3-0 vote, with Chairman Glew and Commissioner Robbins being absent.

NEW BUSINESS

Commissioner inquired about the installation of red curb at Hospital Circle. Ms. Johnson stated it was installed and the red curb in the area would be refreshed.

Commissioner Ho inquired about red light violation cameras in the City. Mr. Ozaeta informed her that there were none located in the City.

OLD BUSINESS

There were no "Old Business" items presented to the Commission at tonight's meeting.

**INFORMATION
& REPORTS**

Commissioner Ho inquired about the I-405 freeway project. Mr. Ozaeta gave a brief background and update on the project.

ORAL

COMMUNICATIONS There were no "Oral Communications" items presented to the Commission at tonight's meeting.

WRITTEN

COMMUNICATIONS There were no "Written Communications" items presented to the Commission at tonight's meeting.

ITEMS

COMMISSIONERS/STAFF

MAY WISH TO

DISCUSS

There were no "Items Commissioners/Staff May Wish to Discuss" items presented to the Commission at tonight's meeting.

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting was adjourned at 6:55 p.m.

Respectfully Submitted,

James Glew
Chairman

Veronica Johnson
Secretary

August 30, 2016

TO: Traffic Commission

SUBJECT: T.C. 77-142
Request for On-Street Disabled Parking at 16480 Venus Drive

RECOMMENDATION:

That the Traffic Commission deny the installation of on-street disabled parking at 16480 Venus Drive.

DISCUSSION:

Ms. Stephanie Williams of 16480 Venus Drive has requested on-street disabled parking in front of her residence (one parking space). She possesses a disabled person parking placard.

To comply with the Americans with Disabilities Act (ADA), the City has established a program that provides on-street disabled parking, upon request, to residents who demonstrate a need for such facilities with staff's examination of feasibility.

The approved program allows the installation of 20 feet of blue curb and ADA signage restricting parking to only those motorists displaying a disabled license or placard, this means anyone with disabled placard can use the parking space.


As illustrated in **Exhibit A**, there is sufficient on-site parking available at the subject location to accommodate the applicant's vehicles. Parking in the driveway and/or making the existing garage more suitable for parking would result in a shorter walking distance to the main entrance of the home.

Based on several field observations, staff concludes that there is a high demand for on-street parking in the area. Staff recommends that the parking space located near the applicant's home remain a regular use parking space.

Local residents were notified of tonight's meeting.

Respectfully submitted,


For: Marwan Youssef, Ph.D., P.E.
Public Works Director/City Engineer

By: 
Adolfo Ozaeta, P.E., T.E.
City Traffic Engineer

Attachments:
Exhibit A
On-street Disabled Parking Policy
Request Letter, Disabled Person Placard Identification Cards



NOT TO SCALE

REQUEST FOR DISABLED PARKING

16480 VENUS DRIVE

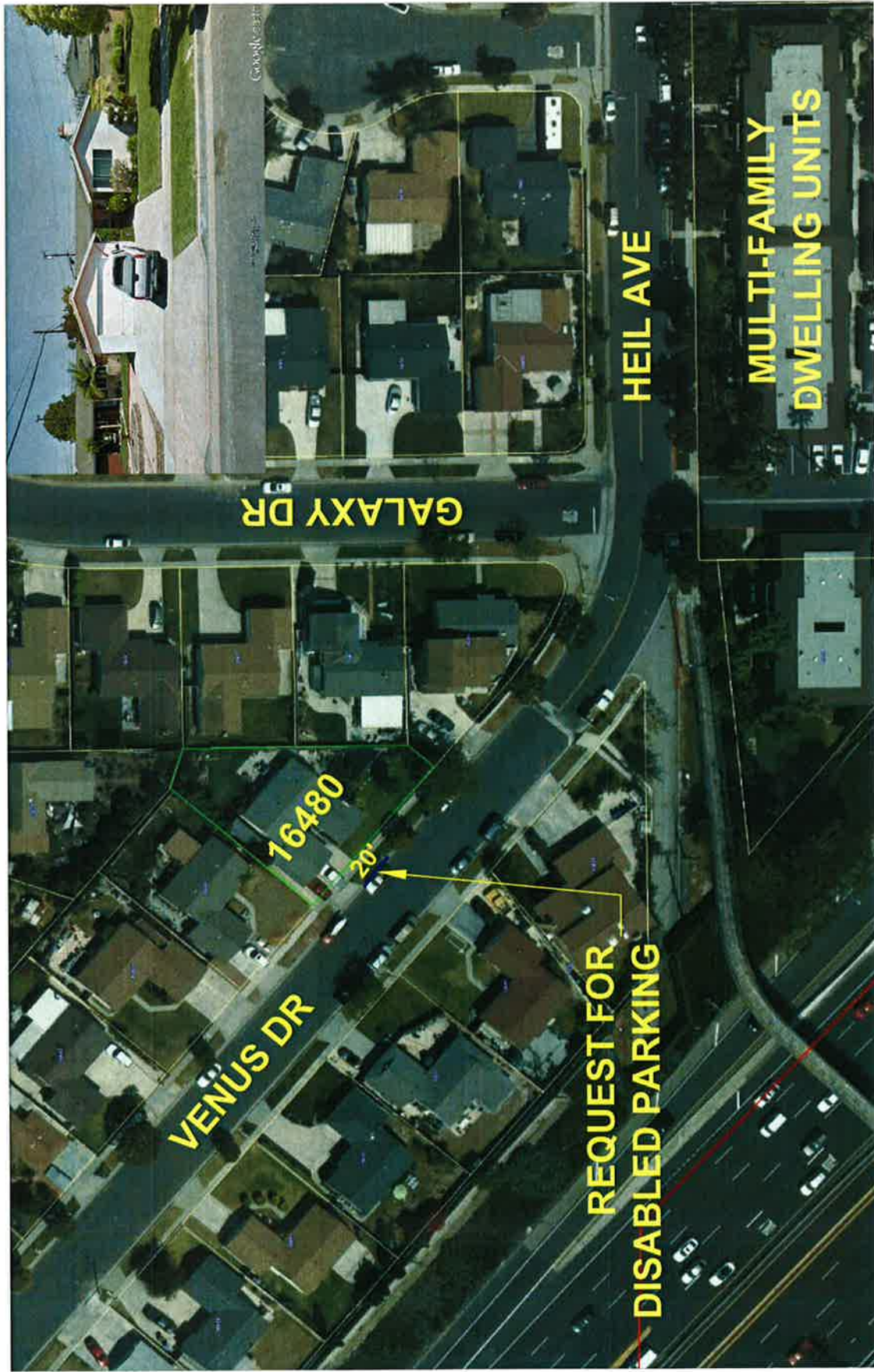


EXHIBIT A



TRAFFIC ENGINEERING DIVISION

Drawn by: H. PHAM
August 30, 2016

CITY OF WESTMINSTER

ON-STREET DISABLED PARKING POLICY

PURPOSE

To define the criteria and to establish the procedure for approval of disabled parking on public streets in compliance with the Americans with Disabilities Act (ADA).

PROCEDURE

Any person legally possessing a permanent disabled placard or license plate residing in the City of Westminster may request in writing that one parking space on a public street adjoining their place of residence be reserved for vehicles displaying a disabled placard or license plate. Only one on-street disabled parking space will be allowed per residence per lot or parcel.

The person making the request must:

- Prove legal possession of a current permanent disabled placard or license plate.
- Secure the written permission of the property owner if not the person making the request.
- The residence must not have off-street parking available or off-street space that may be converted to disabled parking.
- Provide all improvements necessary to comply with ADA requirements and this policy.

CRITERIA

The following criteria will be used to determine the merits of each request:

- The garage, if any, is available and used for parking the required number of operable vehicles prescribed for the residence.
- The driveway is available and used for parking any additional operable vehicles registered to the residence.
- Disabled access is so restricted from the driveway, garage, or other on-site parking area that access to the residence is unavailable from them.
- An on-street parking space will yield the required direct access to the residence.
- Continuous concrete pavement exists within the public right-of-way.
- Installation of an on-street disabled parking space will not cause parking problems in the area.

PROCESS

- Written application is made to the City of Westminster Traffic Engineering Division.
- A City representative investigates the property to determine whether criteria are met.
- If the criteria are met, the Traffic Engineer forwards the request to the Traffic Commission.
- If the criteria are not met, the Traffic Engineer will deny the request.
- Letter is sent to the requestor, informing them of request status.
- Traffic Commission holds a public hearing.
- Traffic Commission recommends approval/denial to the City Council, based on the Traffic Engineer's report and public hearing.
- City Council reviews request and approves/denies the Traffic Commission's recommendation.
- Letter is sent to the requestor, informing them of the Council's action.
- The City, on approval from the City Council, will install 20' of blue paint on the existing curb and one R-99(CA) disabled parking sign on a steel post at the front end of the blue painted curb.

CITY OF WESTMINSTER

ON-STREET DISABLED PARKING POLICY (CONTINUED)

RENEWAL

- An on-street disabled parking space expires every odd numbered year on June 30, and may be renewed at that time.
- The resident is sent a renewal notice.
- The resident shall supply the City with a copy of the Department of Motor Vehicle's Disabled Person Placard Identification Card/Receipt.
- If the resident does not respond by August 31 of the odd numbered year, or no longer needs the on-street disabled parking space, a work order will be written to remove the blue paint and sign.
- Renewal requests can only be denied by the City Council after going through the process noted above.

Stephanie Williams
16480 Venus Drive
Westminster, CA 92683
(714) 483-5999
e-mail: Stephanie.48@hotmail.com

May 18, 2016

Ms. Veronica Johnson
City of Westminster
Public Works Department
8200 Westminster Blvd
Westminster, CA 92683

Re: Residential Handicap Designated Parking

Dear Ms. Johnson,

Thank you kindly for taking the time to talk with me on Monday, May 16, 2016 regarding my personal parking issue.

As I explained, I am a resident of Westminster at the address shown above. I am a very heavyset, handicapped woman that must exercise special care when entering or exiting my vehicle with various mobility devices and portable oxygen. My driveway is on a pretty good slant that makes entrance and egress even more challenging and greatly heightens my existing fall risk.

The most expedient fix that we can see is to place a handicap parking slot in front of my home level with the existing entry. I can have a small concrete walk installed in the parkway to further facilitate safe transfer.

I am enclosing a note from my doctor confirming my issues, a photocopy of my handicap placard and a photo of my driveway as you suggested.

Thank you so much for presenting my case at the appropriate meeting. I truly hope they will see my need and fill it.

Sincerely,


STEPHANIE WILLIAMS

May 17, 2016

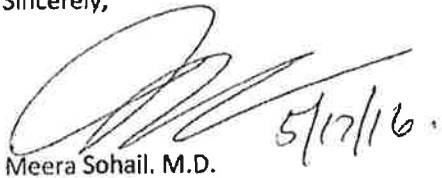
Meera Sohail, M.D.
UC Irvine Medical Center, Pavilion III
101 The City Dr. S.
Orange, CA 92868

TO WHOM IT MAY CONCERN:

This letter will confirm that I am the primary care physician for Mrs. Stephanae Williams. She has asked me to verify that her health and safety would be best served by a flat area for entrance and egress to her vehicle. There is certainly a fall risk on uneven ground for Mrs. Williams. Additionally, she is dependent on mobility devices such as a walker and mobility scooter, a handicap space on the street would be most suitable for her safety.

If you have any questions, please feel free to contact me.

Sincerely,



Meera Sohail, M.D.

REMOVE FROM MIRROR BEFORE DRIVING VEHICLE

CALIFORNIA



"WARNING: The illegal use of a disabled parking placard could result in a maximum fine of \$4,200."

PARKING PLACARD



DISABLED PERSON

EXPIRES JUNE 30

2017

502228 F

PURCHASE OF FUEL (Business & Professions Code 13660)
State law requires service stations to refuel a disabled person's vehicle at self-service rates, except at service facilities with only one employee on duty.



August 30, 2016

TO: Traffic Commission

SUBJECT: T.C. 73-118
Request to Install Additional Parking Restrictions on Locust Street at Main Street for Orange County Transportation Authority Bus Layover

RECOMMENDATION:

That the Traffic Commission approve the request to install 100 feet of parking restrictions on the west side of Locust Street, south of Main Street for Orange County Transportation Authority (OCTA) bus layover.

DISCUSSION

OCTA uses the curb in front of 14271 Locust Street as a bus stop and layover. Ms. Monica Verduzco (Stops and Zones Planer – OCTA) explained that OCTA has made service improvements to Route 60 by adding new limited-stop service Bravo! Route 560, which operates within the City of Westminster. As a result of these improvements, Ms. Verduzco has requested the installation of an additional 100 feet of parking restrictions on the west side of Locust Street, south of Main Street, to accommodate the possibility of two articulated buses using the layover concurrently, in addition to the two Bravo! limited-stop service buses.


Exhibit A illustrates the study vicinity and adjacent land uses.

Staff recommends the installation of 100 feet parking restrictions on the west side of Locust Street, south of Main Street, to accommodate the possibility of two articulated buses using the layover concurrently.

Local businesses and residents were notified of tonight's meeting.

Respectfully submitted,


Marwan Youssef, Ph.D., P.E.
Public Works Director/City Engineer

By: 
Adolfo Ozaeta, P.E., T.E.
City Traffic Engineer

Attachments:
Exhibit A
Request Letter



NOT TO SCALE

REQUEST FOR PARKING RESTRICTIONS LOCUST STREET AND MAIN STREET



TRAFFIC ENGINEERING DIVISION
Drawn by: H. PHAM
August 30, 2016

EXHIBIT A

- EXISTING PARKING RESTRICTIONS
- PROPOSED PARKING RESTRICTIONS
- ⊠ EXISTING DRIVEWAY



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CHIEF EXECUTIVE OFFICE

Darrell Johnson
Chief Executive Officer

July 19, 2016

Mr. Adolfo Ozaeta
City Traffic Engineer
8200 Westminster Blvd.
Westminster, CA 92683-3366

Subject: Additional Red Curb at Southbound Locust Street/Farside Main Street

Dear Mr. Ozaeta:

On June 12, 2016, Orange County Transportation Authority (OCTA) made service improvements to route 60 by adding new limited-stop service Bravo! Route 560, which operates on weekdays within the city of Westminster. As a result of these improvements, more buses are scheduled to utilize our layover location at Eastbound Main Street/Farside Locust Street.

OCTA requests permission to place additional red curb to approximately 100' south of the ECR at Southbound Locust Street/Farside Main Street. We will require an additional 100 feet of red curb to accommodate the possibility of two articulated buses (60 feet in length each) using the layover concurrently, in addition to the two Bravo! limited-stop service buses.

Please review the above request at your earliest convenience and respond with your conclusions. Feel free to contact me at (714) 560-5883 if you need any additional information.

Respectfully,

Monica Verduzco
Stops and Zones Planner
Orange County Transportation Authority